



**Operations Support Services Division**  
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September 14, 2010

**AGENDA ITEM 7a**

**TO: MEMBERS OF THE FINANCE COMMITTEE**

- I. SUBJECT:** Annual Contracts and Procurement Activity  
Reports for Period July 1, 2009 –  
June 30, 2010
- II. PROGRAM:** Administration Services
- III. RECOMMENDATION:** For Information Only
- IV. ANALYSIS:**

The purpose of this agenda item is to present the Annual Contracts and Procurement Activity report for the period of July 1, 2009 through June 30, 2010. This report includes procurement activities (purchase orders) and all contract activities (contracts and service orders). The following reports are submitted for your information:

- Annual Procurement Activity Report (Attachment A)
  - Contains information for all new purchase orders and amendments during the reporting period.
- Annual Consulting and Service Contracts Report (Attachment B)
  - Contains information for all active contracts (\$50,000 and above) during the reporting period. Please note this report will be provided under separate cover.

**V. STRATEGIC PLAN:**

This item is not a specific product of the Strategic Plan or current Annual Plan, but is part of the regular ongoing workload of the Operations Support Services Division.

**VI. RESULTS/COSTS:**

N/A

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JANELL BONILLA, Interim Chief  
Operations Support Services Division

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LARRY JENSEN  
Assistant Executive Officer  
Administrative Services Branch

Attachments